

AGENDA
BOARD OF SELECTMEN
January 8, 2008
7:00 p.m.
Town Building

Public Input

Chairman's Comments

Town Administrator's Report

Meeting Minutes

Visitors

- 7:10 pm – Assabet River Rail Trail grant opportunity – Don Rising
- 7:20 pm – Appointments to Stow Land Use Task Force

Action/Discussion

- Sign warrant for Presidential Primary Election
- Review and approve Performance Review Policy
- Review and approve charge for Land Use Task Force
- Discuss Stow's 3 ¼ Centennial Celebration

Selectmen's Master Planning

- Discuss making Town's Master Plan (10/30/07 rev) an action plan
- Discuss Renewable Energy Initiative for Stow

Liaison Reports, if any

Adjournment

Posted 1/4/08

Correspondence

Town:

ZBA decisions on 69 Kingland Road and West Acton Road lot, rec'd 12/19 and 12/26
Notice of property sale, 56 Elm Ridge Road, rec'd 12/19
Planning Board decision on 242 Hudson Road, rec'd 12/28
Appt notice of Finance Committee Associate Steven MacNeil, rec'd 12/28
Building Permits report for Nov 2007, rec'd 12/28
Animal Control Officer report for 2007, rec'd 1/2/08

General:

Mass Selectmen's Assn annual meeting announcement, rec'd 12/18
DHCD announcement of new Community Assistance Unit, rec'd 12/19
Comcast notice on Feb 2008 pricing changes and NFL issue, rec'd 12/21 and 12/28
Boston MPO request for input on 2009-2012 transportation improvement plan, rec'd 12/26
DEP notice on diesel for school buses, rec'd 12/27

To: Board of Selectmen

4 January 2008

From: Don Rising

Subject: Proposed Project Involving the Rail Trail in Stow

At a recent meeting of the Stow Rail Trail Committee, a route around the Martin property was proposed. Parcels R13-11-n, known as the Lundy land and shown on the maps as the unbuilt Joanne Drive, off Sudbury Road, is on the market. The Lundy land is more than 31 acres and abuts both the Assabet River and the old railroad property owned by the Martins. The rail trail could cross the river from the Morey property in Gleasondale, which includes Railroad Avenue, onto the Lundy land if the bridge were angled slightly upstream from the original railroad bridge location.

Our committee has been working with Michelle Ciccolo, Hudson's Assistant Administrator and key person for the successful rail trail project in Hudson. She suggested that the Lundy land would be ideal for a mixed-use project. The combination of the rail trail, open space, river protection and a few units of affordable housing could provide the funding needed.

Michelle notified us of a December 19 EOEEA announcement of new grant funding. She feels that a request to fund a conceptual study for mixed use of the Lundy land would be well-received by EOEEA under the specifications of the RFR. The application has to be received by EOEEA by January 11. Michelle is writing the grant application for us, with the grant writing funded by the Stow Conservation Trust.

An engineering firm has estimated the cost of the study at \$20,000 plus the cost of an appraisal. EOEEA requires at least a 25% community match, or about \$6,500. The Planning Board may agree to provide some of that amount. The CPC and Conservation Commission do not meet until after the application deadline, but may be willing to contribute also.

Stow has an excellent chance of receiving the grant funding. Up to \$100,000 is available. With just over three weeks between grant announcement and application deadline, few communities will be able to respond. Michelle Ciccolo has been very successful in obtaining grants for Hudson. Use of the Lundy land would allow Stow to link together the Hudson and Maynard sections of the rail trail.

For the application, we need a letter of support from the Selectmen. I believe that the application should be made by the Selectmen, with Bill, Steve or other person(s) designated to sign for the Selectmen, since the application likely will be ready until Thursday or even Friday morning.



Town of Stow
BOARD OF SELECTMEN

Stow Town Building
380 Great Road
Stow, Massachusetts 01775
(978) 897-4515 selectmen@stow-ma.gov Fax (978) 897-4631

NOTICE OF VACANCY

LAND USE TASK FORCE

5 Members

This is a new committee.

Objective: To develop and present to Annual Town Meeting, comprehensive land use and acquisition strategies that will effectively and efficiently meet Stow's current and future land needs.

Major Activities:

1. Complete a thorough cataloging and prioritization of current and future land needs.
2. Conduct a comprehensive analysis of:
 - Town-owned land
 - Properties currently governed under Chapter 61
 - Large privately-owned parcels (>5 acres) and all parcels adjacent to town-owned land
 - Land under conservation restriction
3. Develop a process for the town's response to right-of-first-refusal offers on Ch. 61 properties.

Qualifications: Registered voter of Stow. Demonstrated background and expertise in one or more of the following areas:

- Housing
- Land conservation
- Recreation
- Municipal finance
- Municipal zoning
- Town governance

Term: Appointment by the Board of Selectmen. Members will serve until a comprehensive strategy has been presented and adopted at a Town Meeting.

Application: The Board of Selectmen will accept letters of application until 5:00 pm on Wednesday, January 16, 2008.

Posted December 7, 2007

583 Great Road
Stow, MA 01775
November 18, 2007

Steve Dungan, Chair
Stow Board of Selectmen
Town Hall
Stow, MA 01775

Dear Steve and Members of the Board of Selectmen:

I am writing to request appointment to the Land Use Task Force that has recently been created by the Board of Selectmen.

As you know, I have worked extensively on land use and land conservation issues as a member of the Stow Conservation Commission and Stow Open Space Committee. I am the principal author of the nearly-completed Stow Open Space and Recreation Plan and am very familiar with parcels and land use issues in Stow. As part of the effort of updating the Open Space and Recreation Plan, I have been working to research and complete a detailed inventory of the town's conservation (and conservation restriction) holdings, identifying the level of protection of each parcel, and the history of its acquisition by the Town.

In addition to the work I have done in Stow, I have a Masters Degree in Regional Planning with a concentration in Land Use Planning and worked as a professional planner for ten years on Cape Cod for the Cape Cod Commission, Barnstable County's land use planning and regulatory agency. During that time I worked on a wide variety of land use planning issues, including completion of master plans for several communities, completion of a regional plan for Cape Cod, and a variety of zoning studies. I have also served for more ten years as a member of the Marshfield Planning Board, and completed an inventory and build out analysis of more than 300 unaccepted substandard roads in that community.

Professionally, I am now involved in real estate work for Mass Audubon including land planning, acquisition and management. I am comfortable doing legal research at various Registry of Deeds, have a working knowledge of GIS computer mapping software, and am familiar with state requirements with regard to zoning, wetlands and septic disposal. Recently I worked with the town of Williamsburg, Mass. to draft a town procedure for the review of Chapter 61 rights of first refusal, and am a contributing author and reviewer for a forthcoming publication entitled "Conservation and Land Use Planning Under Massachusetts Chapter 61 Laws, A Primer for Cities, Towns and Conservation Organizations."

A copy of my resume is attached and I would be happy to discuss this with you further.

Very truly yours,

Kathy Sferra

Kathy Sferra

KATHY SFERRA

583 Great Road
Stow, MA 01775

978-897-4205
salvsfer@aol.com

SUMMARY OF QUALIFICATIONS

- Highly-motivated, results-oriented mid-career conservation professional with extensive experience in environmental policy and regulation, land use planning, and land protection.
- Skilled in project management, coalition-building, community outreach, and fundraising.
- Demonstrated leadership and organizational abilities.
- Excellent written and oral communication skills.

PROFESSIONAL EXPERIENCE

Massachusetts Audubon Society, Lincoln, MA

2001 to present

Land Protection Specialist

Responsible for statewide land protection planning and protection for nonprofit conservation organization. Negotiate, manage and complete real estate acquisitions across Massachusetts. Closed 30 transactions in five years, protecting 1100 acres, with a total land value of \$14.2 million, for a cost to Mass Audubon of just \$1.2 million. Other highlights include:

- Played leadership role in successful fundraising efforts for several land projects, including a complex multi-partner *Campaign to Save Bone Hill Farm* in Barnstable and *O'Neil Hill Conservation Campaign* in Williamsburg. Identified fundraising strategies, prepared campaign materials, coordinated with press, solicited individuals and wrote successful grant applications for public and foundation funds.
- Represent Mass Audubon in regional land conservation partnerships in Taunton River Watershed and Southeastern Massachusetts. Coordinate High Ridge Conservation Partnership in Hilltown region.
- Manage Mass Audubon's Conservation Restriction Stewardship Program, supervise staff Conservation Restriction Stewardship Specialist, develop policy documents, and assist with resolution of violations.
- Co-author of widely acclaimed *Massachusetts Conservation Restriction Stewardship Manual*.
- Represent Mass Audubon on several Massachusetts Land Trust Coalition Working Groups, chairing the Massachusetts Easement Defense Subcommittee and serving as a member of committees on Education and Training and Annual Conference Planning. Regular workshop speaker at Annual Conference.

The Nature Conservancy, Boston, MA

2000 - 2001

Land Protection Specialist

Served as the lead for the Conservancy's land acquisition program in Southeastern Massachusetts, Cape Cod and the Islands. Negotiated with landowners and coordinated with other conservation organizations and public agencies. Represented TNC at Martha's Vineyard Conservation Partnership. Helped develop land protection strategy for 10,000-acre Makepeace holdings in Southeastern Massachusetts. Responsible for project budgeting and assisting with public and private fundraising for land protection projects, including \$3.5 million acquisition on Martha's Vineyard.

Cape Cod Commission, Barnstable, MA

1990 - 2000

Natural Resources & Land Protection Specialist /Comprehensive Planner

Created and managed natural resources and open space protection program at regional planning agency. Coordinated the work of other staff planners on natural resource issues. Highlights include:

- Coordinated Cape Cod Pathways, a highly successful 15 town regional trail program. Administered \$500,000 County grants program, supervised consultants and volunteers, organized annual events including Walking Weekend and 120-mile eight-day CapeWalk, solicited and managed grant funds, provided outreach and guidance to local trail committees.
- Member of an interdisciplinary team that developed a Master Plan for the Massachusetts Military Reservation which resulted in legal protection of 15,000 acres as a water supply and wildlife reserve.
- Led multidisciplinary project review teams for large, often highly controversial, residential, commercial, industrial and infrastructure developments; responded to public and press inquiries, negotiated permit conditions with developers, and coordinated with other federal, state and local permitting agencies.
- Developed agency policies and regulatory standards for wetlands, wildlife habitat, and open space; co-author of award-winning Regional Policy Plan for Cape Cod.
- Played leadership role in administration of Cape Cod Land Bank. Created and chaired Land Bank Roundtable to provide technical assistance and training, and facilitate sharing of best practices among communities.

Wildlands Trust of Southeastern Massachusetts, Duxbury, MA

1998 - 1999

Interim Director of Land Protection

Lead land protection efforts of regional nonprofit organization and coordinated Taunton River Stewardship Program.
Supervised Land Protection Assistant.

Belchertown Conservation Commission, Belchertown, MA

1989 - 1990

Conservation Administrator

Coordinated wetlands protection and land conservation efforts of rapidly growing town. Involved in several major enforcement cases including an oil spill. Initiated a river protection strategy and developed wetlands regulations.

Center for Rural Massachusetts, Amherst, MA

1988 - 1990

Research Assistant

Involved in several research and planning projects including as a graduate research assistant:

- Project Manager and co-author of land protection/economic development strategy for 32 million acre area of New England and New York for the U.S. Forest Service's Northern Forest Lands Study.
- Assisted with economic development study of Southern Berkshires region.
- Co-author of a public education strategy for DEP's Wetland Conservancy Program.
- Assisted the Massachusetts Special Commission on Growth and Change with selection of strategies for statewide growth management and drafted their final report.

National Parks and Conservation Association, Washington D.C.

1984 - 1988

Recreation Resources Coordinator/Program Assistant

Responsible for outdoor recreation and conservation policy issues affecting national parks including:

- Coordinated national environmental community's involvement with President's Commission on Americans Outdoors. Developed issue papers, staffed advocacy coalition and assisted with drafting recommendations. Wrote and produced monthly national newsletter. Received Natural Resources Council of America's Award of Achievement in Government Relations for this effort.
- Coordinated activities of a coalition of 50 national conservation and other organizations seeking to reauthorize and expand the Land and Water Conservation Fund.
- Assisted with development of land protection strategy for Gettysburg National Battlefield.
- Researched and authored a book on visitor use of the national parks.

OTHER RELATED EXPERIENCE

Town of Stow

Stow Conservation Commission, 2004 - present, current chair. Supervise full-time Conservation Administrator.
Stow Community Preservation Committee, 2005 - present
Stow Open Space Committee, 2002 - present.

Wildlands Trust of Southeastern Massachusetts, Member of Board of Directors, 1999 to 2005.

Served on Board Executive Committee, Strategic Planning Committee, and Land Acquisition Committee.

Glynwood Center, Countryside Exchange, 1999

Member of international team of planning professionals selected to lead master planning outreach effort and consult with Oldham County, Kentucky on planning and land conservation strategies.

Town of Marshfield

Marshfield Planning Board, Member and Chair, 1992 to 2001, Supervised Town Planner and Secretary.

Massachusetts Association of Conservation Commissions, Board of Directors, 1991 to 1998

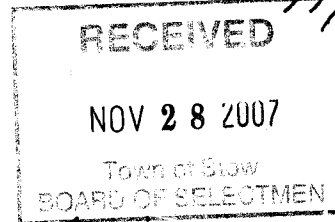
MACC Conservation Commission Training Program Instructor, 1997 to present.

EDUCATION

University of Massachusetts, Amherst, Massachusetts. Masters of Regional Planning, 1991.

Cornell University, Ithaca, NY. Bachelor of Science with Distinction in Environmental Education, 1983.

Town of Stow
Board of Selectmen



I am interested in being appointed to the Land Use Task Force committee; I am currently an elected Planning Board member. I have been a resident of Stow for 12 years, during which time I have educated myself on the importance of balancing growth with open space, yet planning for future needs.

As a Planning Board member, many facets of Town governance are addressed; housing, land conservation, municipal zoning as well as Town Meeting participation.

This new committee is important to our Town and I believe that I could be a positive addition to this group.

Thank you for your consideration.

Sincerely,
Kathleen Willis

45 Walcott St
978-562-1766

Susan McLaughlin

From: Edward R Perry [eperry5005@comcast.net]

Sent: Friday, November 30, 2007 2:50 PM

To: Susan McLaughlin

Subject: Land Use Committee

Board of Selectmen:

I would be extremely interested in appointed to be a member of the Land Use Committee. I understand you are now in the process of appointing members to this committee. I have served on many diverse committees during my professional career, and many more Town committees over the past years.

Sincerely,

Edward Perry Sr.

11/30/2007

6 December 2007

Board of Selectmen
Town of Stow

Greetings!

I would like to apply for the Land Use Task Force that was recently created. It is important that someone from the committees involved with affordable housing be included in this group. I have been hoping for others to step forward, but I feel this is important enough to the Town's future to volunteer to help if I can, despite my other obligations.

As you likely know, I served on the Housing Partnership for two years and have since served as Chair of the Affordable Housing Trust. Although I have a particular interest in housing, I would aspire to represent other interests in town equally, especially recreation and senior issues.

Respectfully,

Mike Kopczynski
12 Canterbury Road
Stow, MA